



Wake Forest Board of Commissioners
Meeting Agenda
July 20, 2021 at 6:00 PM
All items listed are for discussion and possible action.

Notice

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the Town of Wake Forest will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. For individuals with impaired hearing, special equipment is available for use during meetings in the Town Hall board chambers. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of Town of Wake Forest should contact the office of ADA Coordinator [Mickey Rochelle](#) at 919-435-9455 or Town Clerk [Deeda Harris](#) at 919-435-9413 as soon as possible, but no later than 48 hours before the scheduled event.

Cable & Online Broadcast of Board of Commissioners Meetings

All Board of Commissioners meetings are broadcast live on [WFTV 10](#) beginning at 7 p.m. Meetings are also aired online on the [Public Meetings Portal](#) on the [Town of Wake Forest website](#). Archived meeting videos are also provided and available for one year after the original air date.

Meeting Agendas

The [Board of Commissioners](#) meeting agenda is available to be viewed and downloaded by noon on the Friday prior to the third Tuesday of each month. Citizens may request copies of the agenda or submit questions concerning agenda items by calling the Town Clerk's office at 919-435-9413. Citizens may also receive a copy of each month's agenda via email by enrolling in the free [E-Notifier](#) subscription service.

Public Hearings

When an agenda item is denoted as a [Public Hearing](#), persons attending shall be permitted to address the Board of Commissioners regarding the item under consideration with those speaking in favor first and those against speaking second. Proponents and opponents shall each be given five minutes of time to speak and may choose to allow one speaker to utilize the time. In the event either proponent(s) or opponent(s) have not designated a speaker to represent the view, each speaker will be allowed five minutes each to express his/her comments, ideas, concerns, expressions, and desires. No comments will be allowed on agenda items.

Public Comment

Anyone wishing to address the Board of Commissioners concerning an issue or topic that is not a public hearing item or an agenda item during the time of the Public Comment should contact Town Clerk Deeda Harris by 3 p.m. the day of the meeting. Mayor Jones will recognize you during the Public Comment period and give you 3-5 minutes to speak. Thank you for your cooperation.

Call to Order

Pledge of Allegiance

1. Approval of Agenda

2. Approval of Minutes

- 2.A. Approval of Minutes for Meetings held June 1, 2021 (Work Session & Joint Public Hearing) and meeting held June 15, 2021 (Regular Board of Commissioners Meeting)
[mins6-1-21-draft.pdf](#)
[Draft June 1 2021 JPH Meeting Minutes.pdf](#)
[mins6-15-21-agenda_draft.pdf](#)

3. Presentations

- 3.A. Resolution Recognizing Robert J. Woyicki on his Retirement
[Agenda Item Summary - Woyicki.docx](#)
[Resolution2021-XX_APPREC__Robert_J._Woyicki.doc](#)
- 3.B. Proclamation Recognizing the 100th Year of the Wake Forest Fire Department
[Fire_Dept_Centennial - summary.docx](#)
[Fire_dept_100-yr-proclamation.docx](#)
- 3.C. Proclamation Recognizing the Week of August 7, 2021 as Purple Heart Week
[Purple_Heart_Week_Proclamation_Aug_2021.doc](#)

4. Public hearings / Public Comment

- 4.A. Public Comment: If anyone would like to address the Board of Commissioners on an item other than a public hearing item during the time of public comment, please sign up with the Town Clerk prior to the meeting. Each speaker is asked to limit comments to 5 minutes. Please provide the clerk with copies of any handouts you have for the Board. Although the Board is interested in hearing your concerns, speakers should not expect Board action or deliberation on subject matter brought up during the Public Comment segment. Topics requiring further investigation will be referred to the appropriate Town Staff and may be scheduled for a future agenda. Thank you for your consideration of the Board of Commissioners, staff and other speakers.

5. Consent Agenda

(A Consent Agenda is a group of items passed with a single motion and vote. These matters are of a generally routine nature. No debate is allowable on any item included on the Consent Agenda. If a Commissioner or any citizen of Wake Forest or its ETJ wants separate consideration of any item, it may be removed from the Consent Agenda by request.)

- 5.A. Approval of a Resolution to surplus the badge and service weapon carried by Officer Woyicki

[Woyicki-badge-weapon-surplus-summary.docx](#)

[resolution2021-x-Woyicki-Surplus_Badge_Service_Arm-July2021-effective-9-1-21.docx](#)

- 5.B. Approval of a resolution to schedule the public hearing and certify the sufficiency for a petition requesting contiguous annexation submitted by Casa Esperanza Holding LLC for property located at 10510 Star Road, being Wake County Tax PIN 1739-64-0225 and adjacent right-of-way totaling approximately 14.1 acres.

[072021 BOC Agenda Summary \(AN-21-05\).pdf](#)

[Attachment A Legal Description AN-21-05.pdf](#)

[Attachment B Annexation Survey AN-21-05.pdf](#)

[Attachment C Contiguous Annexation Petition AN-21-05.pdf](#)

[Certificate of Sufficiency.docx](#)

[DRAFT PUBLIC HEARING RESOLUTION.docx](#)

- 5.C. Approval of a resolution to schedule the public hearing and certify the sufficiency for a petition requesting contiguous annexation submitted by WW Properties & Rentals, LLC for property located at 0 S. Franklin Street, associated with proposed Forest on Franklin Townhomes, being a 0.22 acre portion of the tract 1-C recorded in Book of Maps 1995 Page 1602, and is described by the Wake County Tax PIN 1840-58-7460.

[072021 BOC Agenda Summary.pdf](#)

[Attachment A Annexation Map.pdf](#)

[Attachment B Contiguous Annexation Petition.pdf](#)

[Attachment C Recorded Plat BM 1995 PG 1602.pdf](#)

[Attachment D Deed Reference DB 015229 PG01908-0110.pdf](#)

[CERTIFICATE OF SUFFICIENCY.docx](#)

[DRAFT PUBLIC HEARING RESOLUTION.docx](#)

- 5.D. Resolution Recognizing WWII Veterans

[WWII_recognition-summary.docx](#)

[resolution2021-x_WWII_veterans.docx](#)

- 5.E. Resolution Recognizing Korean War Veterans

[Korean_War_Veterans-summary.docx](#)

[RESOLUTION2021-x_Korean_War_veteran_recognition.docx](#)

6. Legislative Items

7. Planning Items

- 7.A. Consideration of LEGISLATIVE ITEM TA-21-07 Text Amendment to the Comprehensive Transportation Plan

[TA-21-07 Summary.pdf](#)

[TA-21-07 Resolution.docx](#)

[Exhibit A to Resolution for TA-21-07.pdf](#)

- 7.B. Consideration of QUASI JUDICIAL CASE SP-21-11, a major site master plan for Casa Esperanza Montessori Charter School filed by Casa Esperanza Holding, LLC on approximately 13 acres located at 10510 Star Road, being Wake County PIN 1739640225

[Case Summary SP-21-11 Casa Esperanza Site Master Plan](#)

[Attachment A - Application](#)

[Attachment B - Casa Esperanza Site Master Plan](#)

[Attachment C - Maps](#)

[Attachment D - Neighborhood Meeting Information](#)

[Attachment E - Transportation Impact Analysis Executive Summary & Transportation Management Plan](#)

[Attachment F - NCDOT Documents](#)

[Attachment G - Staff Report 6.7.2021](#)

[Attachment H - Staff Presentation 7.6.2021](#)

8. Administration and Financial Items

- 8.A. Consideration of acceptance of a grant award for the Renaissance Centre in the amount of \$107,377.32 from the 2021 American Rescue Plan Act administered by Small Business Administration

[Renaissance_Ctr_SVOG_Award-Acceptance-summary.docx](#)

[Award Notification Detail.pdf](#)

[SVOG Award Notification 7 12 2021.pdf](#)

[Resolution2021-x-Accept_SVOG_Renaissance_Ctr_Grant-SBA.doc](#)

9. Public Services Items

10. Parks and Recreation Items

11. Public Safety Items

12. Other Business

12.A. Wake County Tax Releases

[TAXREP-JULY-MTG-WF-PADGETT.pdf](#)

12.B. Monthly Report

[June 2021 Monthly Report.pdf](#)

12.C. Quarterly Project Updates

[CIP Project Tracker Q4_FY2020-2021.pdf](#)

[Strategic Plan Working Document_Q4 Apr_June2021.pdf](#)

12.D. Commissioner Reports

12.E. Closed Session: N.C.G.S. 143-318.11 (3) Consultation with the Town Attorney

13. Adjournment